

FEDERAL BROADCAST INFORMATION SERVICE

P. O. Box 2604

Washington, D. C. 20013

15 AUG 1985



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Dear Jennifer:

As your summer assignment with FBIS comes to a close, I want to thank you for the valuable contribution you have made to the Publications Staff, Analysis Group, in filling a critical Publications Typist vacancy. Your quick grasp of the Wang word processor and your conscientiousness and efficiency in performing all your tasks contributed to the production of several Analysis Reports and Special Memoranda during the summer.

Again, thanks for your help and good luck as you continue your education in the coming year. Should the opportunity arise for you to return to work for the Agency another summer, FBIS would gladly welcome you back.

Sincerely,



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Deputy Director

DDS&T/FBIS/ [redacted] (9 Aug 85)

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